



Rental Housing Business License Application
Ordinance Number 12-944
For Calendar Year 2016

1700 Civic Drive
DuPont, WA 98327
www.dupontwa.gov

Phone (253) 912-5217
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City of DuPont Ordinance No. 12-944 requires the **owners** of any residential property which is located in DuPont and which is leased or rented to residential tenants to obtain a City of DuPont Rental Housing Business License. The license fee is due January 1st of each year and is current if paid by January 31st. The license fee is determined by the number of rental units you own in DuPont, per the following schedule:

- 1 Unit \$75.00 per year (no additional per unit charge)
- 2 to 4 Units \$75.00 for first unit plus \$5.00 for each additional unit per year
- 5 to 24 Units \$150.00 for first unit plus \$5.00 for each additional unit per year
- 25 or more Units \$300.00 for first unit plus \$5.00 for each additional unit per year

Please provide below the owner information, address and number of residential units for each property you own in DuPont which is used as residential rentals for any portion of the year. Failure to provide any requested information may result in additional penalties as provided for in DuPont Municipal Code (DMC) Chapter 5.04. **Please make your check payable to the City of DuPont** and remit it with this application to the address listed above. **To avoid late fees, the application and applicable fees must be received by the City on or before January 31st.**

Applicant – Please complete all areas that apply in a clear, readable format. If your contact information changes during the license year, please notify us by the telephone, fax number or website listed on this form.

Owner/Taxpayer Name(s) as listed through Pierce County Assessor's Office:

Owner's Mailing Address: _____

City: _____ State: _____ Zip: _____

Owner's Telephone Number: _____ Email Address: _____

Contact Name (if different than Owner/Taxpayer as listed above): _____

Business Name of Property Management Company (if applicable): _____

Property Manager's Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Rental Property Address #1: _____

Number of Rental Units at this location: _____

Rental Property Address #2: _____

Number of Rental Units at this location: _____

Rental Property Address #3: _____

Number of Rental Units at this location: _____

Rental Property Address #4: _____

Number of Rental Units at this location: _____

Rental Property Address #5: _____

Number of Rental Units at this location: _____

Rental Property Address #6: _____

Number of Rental Units at this location: _____

Rental Property Address #7: _____

Number of Rental Units at this location: _____

Rental Property Address #8: _____

Number of Rental Units at this location: _____

Please list any additional Rental Properties you own in the City of DuPont on a separate sheet of paper.

I hereby certify that the statements furnished by me on this application are true and correct to the best of my knowledge and belief.

Authorizing Signature: _____ Date: _____

Authorizing Name: _____

Please Print

City of DuPont use only

Approved by: _____

Date: _____ Receipt # _____ Issued License #: _____